

27 November 1959

Dear Dan:

I have your letter regarding the monthly reporting. I will certainly see that this format is followed. I find that our people have been forwarding our internal sheets that are apparently inadequate.

25X1A

██████████ has been charged with the responsibility of getting this report out, and I would estimate that it will get to you approximately the tenth of the month. We will have our books closed by about the fifth and, hence, can give you current reports. The first of these should be in December, and I have flagged my calendar to make sure that this goes in on time.

25X1A

The estimate of ██████████ that you will receive shortly transmitting the numbers that we left with Hazel the other day, is in a form that I believe will satisfy your requirements through the October expenditures.

Very truly yours,



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